



Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30333

June 11, 2019

SENT VIA EMAIL

Ben Welsh
411A Highland Ave
Somerville, MA 02144
68449-55917772@requests.muckrock.com

Dear Mr. Welsh:

This letter is in response to your February 3, 2019, Centers for Disease Control and Prevention and Agency for Toxic Substances and Disease Registry (CDC/ATSDR) Freedom of Information Act (FOIA) request seeking:

“A copy of any and all style guides that govern how CDC creates and formats information graphics and data visualizations.”

A search of our records failed to reveal any style guides on how CDC/ATSDR creates or formats material. The Office of the Associate Director of Communication (OADC) Division of Communication Services (DCS) Graphic Service Branch stated that one of the main characteristics of an infographic is its customization and use of many graphical elements to compose a single graphic that's distinctively unique, so there's no way to institute a style guide in its creation. For information related to the scope of your request, you can visit <https://www.cdc.gov/socialmedia/tools/InfoGraphics.html>.

You may contact our FOIA Public Liaison at 770-488-6277 for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

If you are not satisfied with the response to this request, you may administratively appeal by writing to the Deputy Agency Chief FOIA Officer, Office of the Assistant Secretary for Public Affairs, U.S. Department of Health and Human Services, Hubert H. Humphrey Building, 200 Independence Avenue, Suite 729H, Washington, D.C. 20201. Please mark both your appeal letter and envelope “FOIA Appeal.” Your appeal must be postmarked or electronically transmitted by September 9, 2019.

Sincerely,

Roger Andoh
CDC/ATSDR FOIA Officer
Office of the Chief Operating Officer
Phone: (770) 488-6399
Fax: (404) 235-1852